



Arkansas Game and Fish Commission Employment Job Posting

EDUCATION PROGRAM SPECIALIST - EDUCATION PROGRAM SPECIALIST

POSITION NO: 22096410

POSTING INFORMATION:

Advertisement Opens: July 22, 2024

Advertisement Closes: July 29, 2024

Full Time: Yes

Salary: \$49,526.00 - \$71,432.00 Annually

POSTING REQUIREMENTS:

Minimum Education and/or Experience:

The formal education equivalent of a bachelor's degree in business administration, management, journalism, education, or a related field; plus two years of experience in education, volunteer management, communications, or a related field.

Preferred Education and/or Experience:

Bachelor's degree in education, fisheries management, biology, or ecology

Knowledge, Abilities, and Skills:

Knowledge of training course development, needs assessment, and course planning.

Knowledge of instructional techniques.

Knowledge of the principles and practices of journalism.

Knowledge of educational principles and learning concepts.

Ability to develop and present training programs.

Ability to write educational articles for publication.

Ability to compile information and write reports.

Preferred Knowledge, Abilities, and Skills:

- Ability to follow written and oral instructions
- Ability to utilize a variety of resources and techniques to educate and deliver information to the public
- Ability to operate a pickup truck and gooseneck trailer
- Knowledge of and ability to identify Arkansas fish
- Ability to discuss various angling techniques
- A general knowledge of AGFC regulations
- Ability to facilitate public presentations
- Experience working with and instructing people of all ages in educational activities and outdoor recreation both in the classroom and outdoor settings
- Ability to work with children
- Job is physically demanding at times and requires lifting over 50 pounds
- Must be available to work weekends and holidays

POSTING DETAILS:

Position Location:

City: Lonoke

Office: Joe Hogan Fish Hatchery (Education Office)

Division: Education

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Education Program Specialist is responsible for managing, training, and coordinating the activities of volunteers for various educational programs. This position is governed by state and federal laws and agency policy.

Typical Functions:

Develops and conducts education and training programs designed to train volunteers for various educational programs and participates in the presentation of special interest seminars.

Communicates information to the public through programs, media, and other communication outlets concerning educational programs and regulation requirements.

Provides technical assistance with the design and development of education training aids and materials.

Designs, develops, and maintains exhibits and information booths at special events and activities such as school career day activities and fairs.

Performs special research projects and provides technical information and assistance to various colleges, high schools, and the general public.

Visits community leaders and school administrators to evaluate the implementation and effectiveness of the various programs.

Develops and oversees annual budgets for programs within the assigned region.

Performs other duties as assigned.

Specific Duties and Responsibilities:

- This position educates the public about multiple areas of fish, fishing, and other aquatic flora and fauna found in Arkansas.
- Outreach efforts include programming for events, school lessons, fishing derbies, clinics, seminars, and public groups.
- Must have knowledge of native aquatic wildlife and are able to handle and care for live fish and reptiles.
- Towing a trailer-mounted aquarium with live fish offsite to educate the community is a responsibility.
- This position will also maintain commission equipment and education animal habitat tanks.
- This position will serve the public by working with agency staff and partners to promote aquatic education and conservation initiatives.
- Some overnight travel is required.
- Weekend and holiday work is common.

Certificates, Licenses, or Registrations:

Must possess a valid Arkansas driver's license.

Special Job Dimensions:

Frequent in-state travel is required.

Other Specific Information:

- All applicants will be subject to a criminal background check.

As an equal opportunity employer, the Commission will make any reasonable accommodations necessary to ensure equal employment opportunities.